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ABSTRACT

This discussion paper identifies how the New England Facility could be established to offer service for the blind and physically handicapped. Following a premise which outlines typical library services, the New England Facility is described in terms of its approach to service; facility size (total square footage); staffing needs and responsibilities; staffing costs; annual operating costs; apportionment of annual costs; and set-up costs. A summary of the costs concludes the main body of the paper. Appended materials include the fiscal year 1990 statistics for each of the New England states; a review of automation activities in each state; the title of the authorizing legislation for the regional libraries of each of the states; and the names of the compilers of this paper. (MAB)

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PROVISION OF LIBRARY SERVICE

FOR

BLIND AND PHYSICALLY HANDICAPPED INDIVIDUALS IN NEW ENGLAND

FROM

A CENTRAL FACILITY

U.S. DEPARTMENT OF EDUCATION
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A Paper for Discussion

with the

State Librarians

of

Connecticut, Maine, Massachusetts,
New Hampshire, Rhode Island, and Vermont

January 6, 1992

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PREFACE

Creation of this discussion paper resulted from conversations with Barbara Weaver, Rhode Island, and Richard G. Akeroyd, Jr., Connecticut, who indicated that alternate service approaches might well be considered in view of current and projected operating revenue environments. All data are based upon experience with library operations in the United States and specific warehousing efforts in federal facilities in Washington, D.C., Cincinnati, Ohio, and Salt Lake City, Utah.

Figures appearing in Appendix I are those supplied by identified libraries. It should be understood that these must be updated if and when actual implementation is considered.

PREMISE

Service from Libraries

> Services to readers should continue in the current pattern.

> Readers will, as now, contact their regional library for the blind and physically handicapped to register, to borrow books, to borrow equipment and replace it when it malfunctions, to subscribe to magazines, and to request publications.

> Regional libraries will be staffed with librarians managing the operations and with reader advisory staff in sufficient number at appropriate levels of education and experience to provide advisory service.

> Libraries will maintain reader records in the same manner as now.

> Library staff will promote the availability of services.

Service from the New England Facility

> One center, the New England Facility, will house recorded and braille book collections, playback equipment, bulk supplies, and tape duplication.

> The center will be the single distribution point for books, equipment, and publications.

> The work will be fulfillment of requests received from the libraries and will be conducted out of a facility near a bulk mailing center of the United States Postal Service.

> This center will be linked with the libraries in the Northeast by telephone for voice and data transmission.

> Files to print mailing cards now generated by library computer systems will be transmitted to the New England Facility, where the orders will be filled.

Facility Staff

> Facility staff will be led by a library director and will provide full-time work for persons responsible for materials in braille and recorded media, playback equipment, publications, and tape duplication.

> Basic staff will be augmented by part-time employees, who will assist in pulling and labeling book orders and in packaging and labeling playback equipment and publications.

> The center will incorporate tape duplication for replacing lost books and augmenting holdings.

NEW ENGLAND FACILITY

Approach

The greater part of the facility will be for collections storage. The facility will need an initial collection based on typical circulation of titles in different media. The shelving pattern dictates the quantity of copies that can be held on a shelf, and projecting the number of shelves over the square footage they occupy yields the square footage required for shelving.

Storage requirements for playback equipment and workspace for its repair and handling are derived from practice at machine-lending agencies and multistate centers. The same is true for storage and handling of publications and for tape duplication.

Personnel for the facility is structured on the premise above: full-time persons responsible for overall management and for distinct areas of operation. The full-time staff is augmented by part-time staff at an hourly wage high enough to attract attentive employees. Salary for these positions are based on known salaries at multistate centers (MSCs) reduced somewhat to reflect the greater experience of current MSC employees.

Other operating cost categories are those the National Library Service for the Blind and Physically Handicapped (NLS) has experienced in operating the MSCs; figures shown are typical of annual operation.

Facility Size

Total Square Footage: 15,718

1. Book Shelving :: 6,368 Square Feet -- 23,750 Linear Feet

> The cassette collection should contain seven copies of older titles, twenty-eight copies of intermediate titles, and ninety copies of current (this and last year's) titles.

> Titles on rigid disc will be at an average of ten, with most titles fewer and some titles more numerous.

> Titles on flexible disc, currently numbering 1,577, will be at 20 copies for the first 1,000 and at 90 copies for the next 600.

> Masters for recorded titles will be in cassette format.

> Braille books will be at one copy for older titles and two copies for newer titles.

> The database of NLS titles yields a count for cassette, disc, and braille titles.

> These counts are multiplied by the copy factor to arrive at the initial size of the collection.

Copies to be shelved:

cassettes:	> 23,000 titles are in the catalog > first through 19,999 will be at seven copies each > 20,000 through 23,999 will be at twenty-eight copies each > current two years (4,000 titles) will be at ninety copies each > collection will begin with 612,000 copies
rigid discs:	> 5,971 titles are in the catalog > most titles will be at seven copies > some will be at more because of popularity > average will be ten copies per title > collection will begin with 59,710 copies
flexible discs:	> 1,577 titles are in the catalog > first 1,000 titles will be at 20 copies > last 600 titles, representing a six-year span, will be at 90 copies > collection will begin with 74,000 copies
recorded masters:	> 23,000 titles > 1 copy each > collection will begin with 23,000 masters
braille:	> 8,696 titles are in the catalog > first 8,000 will be single copy > latest 1,000 titles will be two copies > collection will begin with 9,500 copies

Linear feet required for collections - 23,750:

cassette:	> 8,400 linear feet, including growth space
rigid disc:	> 2,500 linear feet; no longer producing rigid discs, so nothing required for growth
flexible disc:	> 2,500 linear feet, including growth space
recorded masters:	> 350 linear feet, including growth space
braille:	> 10,000 linear feet, including growth space

Square feet required for collections shelves - 6,368:

New England Facility will shelve in double-faced units on shelves 3' wide and 2' deep; each unit will have seven shelves at one-foot intervals. 283 units will be required:

One single-face will provide 42 linear feet (2 x 3 x 7 = 42)

One double-face will provide 84 linear feet (2 x 3 x 7 x 2 = 84)

283 double-faced units are needed (23,750 linear feet / 84 linear feet per df unit = 282.74 double-faced units)

22.5 square feet are needed for one double-face unit plus 42" aisle (2 x 3 x 2, or 12 square feet for dbl-faced unit; 3 x 3.5 for aisle, or 10.5 square feet; 12 + 10.5 = 22.5 square feet)

283 units x 22.5 square feet = 6,368 square feet for collections shelving

2. Publications Shelving :: 1,508 Square Feet

Picking Stock:
> 15 double-faced units
> shelves 3' wide by 1' deep
> 7 shelves per unit
> 630 linear feet
> 13.5 sq ft per unit (3 x 2 = 6; plus 3 x 3.5 = 10.5 for aisle; 6 + 10.5 = 16.5 square feet)
> 248 sq ft for units plus aisle (16.5 x 15 = 247.5)

Bulk storage:
> 10 pallet racks
> racks 4' x 9' = 36 sq ft
> 20' opening x 45' (5 racks facing 5 racks, each rack 9' long) = 900 sq ft
> 900 sq ft (opening) + 360 sq ft (36 sq ft per rack x 10 racks) = 1,260 sq ft

Total
> 248 + 1,260 = 1,508 square feet

3. Receiving and Staging :: 2,000 Square Feet

Space for receipt and unloading of mail, sorting of unloaded mail, check-in of returned books, inspection of out-going books, and staging for USPS pickup.

4. Equipment handling and storage :: 4,000 Square Feet

This area must be internally secure from the rest of the facility to protect large inventory of government property. Space required:

palletized storage of playback machines, accessories, styrofoam, and cartons — 2000 sq. ft.

office area for equipment inventory specialist	200 sq. ft.
handling machines returned and being prepared for mailing	400 sq. ft.
on-site repair of equipment	1400 sq. ft.

5. Offices, Restrooms, Breakroom :: 1,500 Square Feet

Separate office for the library director, general office for the administrative secretary and office equipment, plus restrooms and breakroom.

6. Tape Duplication :: 350 Square Feet

Multistate centers use this much space for duplication equipment, storage of duplication supplies, and desk space for the duplication technician.

Total Square Feet Required :: 15,726:

Book Collections	6,368
Publications	1,508
Receiving and Staging	2,000
Equipment handling and storage	4,000
Offices, Restrooms, Breakroom	1,500
Tape Duplication	350
	15,726

Staffing Needs

Library Director	Responsible for oversight of daily operations and interaction with regional libraries
Secretary	Responsible for office activity, including processing all telecommunications traffic and secretarial functions
Collections Coordinator	Responsible for integrity of collections and supervising collections handlers and part-time staff

Braille Handler	Responsible for pulling, inspecting, and mailing braille books; check-in of returns; and order of braille collection; fills requests for publications and keeps order of publications inventory; assists with recorded book circulation as available
Recorded Handler	Responsible for pulling, inspecting, and mailing recorded books; check-in of returns; and order of recorded collection
Equipment Coordinator	Responsible for security and inventory control of playback equipment; processes all requests for equipment loan; coordinates repair of equipment
Tape Duplication Technician	Responsible for duplicating copies of books needed for circulation and integrity of master collection
Five FTE part-time assistant handlers	Assist full-time staff in handling

Staffing Costs

Costs listed are based on those for the NLS Multistate Center East, adjusted down by 10 percent on the assumption that new staff will command less at the outset.

Library Director	$ 40,000
Secretary	$ 26,000
Collections Coordinator	$ 24,500
Braille Handler	$ 23,000
Recorded Handler (two) @ $23,000	$ 46,000
Equipment Coordinator	$ 24,500
Tape Duplication Technician	$ 26,000
Five FTE part-time assistant handlers @ $10.00/hour for 2080 hours/year each	$104,000
Total	**$304,000**

Annual Operating Costs Summarized

Rent is based on the known square footage cost in Cincinnati, Ohio. The other costs are likewise known costs.

Staffing Costs (see page 6)	$304,000
Rent ($3.92 x 16,000)	62,720
Utilities	10,000
Automated Systems Maintenance	20,000
Postage	1,000
Office Supplies	1,500
Warehouse Supplies	1,500
Photocopying	800
Equipment (purchase)	1,000
Equipment (maintenance)	2,000
Telephone	4,000
Annual operating costs	**$408,520**

Apportionment of Annual Costs

The chart shows total readers served in each state; braille readers in each state are shown for that state rather than under Massashusetts, which is now providing braille service for all New England states. The percentage of total readers in each state determines each state's percentage of the total operating costs.

State	Braille Readers	Recorded Readers	Total Readers and Percent of Total	Costs
Maine	50	1,740	1,790 (7.7%)	$ 31,456
New Hampshire	40	1,490	1,530 (6.5%)	$ 26,554
Vermont	30	840	870 (3.8%)	$ 15,524
Massachusetts	620	11,480	12,100 (51.6%)	$210,796
Rhode Island	30	1,340	1,370 (5.8%)	$ 23,695
Connecticut	230	5,530	5,760 (24.6%)	$100,495
			23,420 (100%)	$408,520

Set-Up Costs

The cost to establish the facility will be $373,800. The costs to disburse collections at regional libraries will vary, depending on the size of the collection. Because the United States Postal Service will provide transportation, the only outlay will be for packaging for the books. They will be packaged in large cartons palletized and labeled as all for one address. Prepared in this fashion, the United States Postal Service will collect the pallets and deliver them as free matter. Following is a discussion of these costs.

Furnishings and Equipment

Shelving and its installation will be a significant portion of these costs. Six hundred units of shelving, bolted back-to-back to make up double faced units, will cost $54,340. Office furniture, warehouse work-tables, and pallet racks will add about $10,000, for a total furnishing cost of about $64,000.

Equipment will include a tape duplication system ($4,800), 5 tape rewind machines ($1,500), a pallet jack for handling bulk publications ($2,500), and rolling ladders and book trucks for handling the collections ($1,000).

The total furnishing and equipment costs will be about $73,800.

Automation

Regional libraries will continue to use their current systems for tracking readers and their requests. Funds will be required to create programs for the library circulation transaction files to be carried over the NLS telecommunications system, NLSNET, and processed at the New England facility. These new programs will carry the book, machine, and publications mailing requests to the facility, and they will return confirmations to the regional libraries. In this fashion, regional libraries will maintain title-has-had records to be able to provide library-selected titles to readers. Creating these batch files at the libraries and at the facility for updating library files will require changes to programs at the libraries. The regional libraries will also maintain records of who has been sent what machines and when machines are returned. The programming costs would be approximately $250,000.

Approximately $50,000 will also be required for buying equipment and setting up the system at the facility.

The total cost of automation set-up would be about $300,000. The advantages and disadvantages of establishing a New England-wide automation facility at an existing library are outlined in Appendix II.

Disbursing Current Collections

Current collections would be mailed from regional libraries to the center in a sequential fashion. Each library would need to purchase "Gaylord" boxes, heavy-duty cartons intended for bulk packaging, in the dimensions of 40" x 34" x 35" with lids and pallets. Typical cost per box is $35. These boxes would be packed beginning with the older parts of the collections with library staff inspecting each book to confirm it is complete and playable.

The best sequence for this work would be for the smallest collection to be first. After that collection is received, checked, and shelved, the library with the next largest collection would be notified of quantities for missing books. That collection would be screened for viable copies meeting the remaining need and would pack and send the books. After assimilation, the next library would be notified of gaps. During this building process, book mailing service to patrons of the disbursing library would be assumed by another library or the multistate center.

Based on the collection size at each regional library, the costs would be up to those stated below, as only New Hampshire would be sending a full collection. In addition, each library will require temporary use of a manual pallet jack to maneuver pallets onto United States Postal Service trucks. If a loading dock accommodating USPS equipment is not available, rental of a temporary lift will be required. These temporary costs will vary and should be determined in the area of each library.

Each Gaylord box will contain 50 volumes of braille (BR), or 1000 recorded cassette (RC) containers, or 200 rigid disc (RD) containers.

STATE	BR COLLECTION	BOXES	RC COLLECTION	BOXES	RD COLLECTION	BOXES
Maine			60,000	60	24,100	120
Massachusetts	19,300	386	168,400	169	84,200	421
New Hampshire			35,000	35	8,600	43
Rhode Island			56,200	57	21,300	107
Connecticut	5,200	104	139,500	140	28,900	145

Box costs per state:

Maine	$ 6,300	($35 x 180)
Massachusetts	$34,160	($35 x 976)
New Hampshire	$ 2,730	($35 x 68)
Rhode Island	$ 5,740	($35 x 164)
Connecticut	$13,615	($35 x 389)
Total	**$62,545**	

Set-up Costs Summarized

Furnishings and equipment	$ 73,800
Automation	$300,000
Disbursing current collections	$ 62,545
Set-up costs	**$436,345**

COST SUMMARY

Set-up Costs

Furnishings and equipment	$ 73,800	
Automation	$300,000	
Disbursing current collection	$ 62,545	
Subtotal		**$436,345**

Annual Operating Costs

Staffing Costs	$304,000	
Rent ($3.92 x 16,000)	62,720	
Utilities	10,000	
Automated Systems Maintenance	20,000	
Postage	1,000	
Office supplies	1,500	
Warehouse supplies	1,500	
Photocopying	800	
Equipment (purchase)	1,000	
Equipment (maintenance)	2,000	
Telephone	4,000	
Subtotal		**$408,520**

Indigenous Staff

Staff remaining in state environments	$_____
TOTAL	$_____

NEW ENGLAND REGIONAL LIBRARIES

SUMMARY STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 998,683	Books	$487,714	Books	$ 6,066,834
LSCA	$ 545,143	Machines	$448,882	Machines	$ 7,537,668
Other	$ 28,786	Other	$ 30,000	Other	$ 1,800,000
Total	$1,572,612	Total	$966,596	Total	$15,404,502

COLLECTIONS	Total
Recorded Disc	178,300
Recorded Cassette	483,400
Braille	24,700

STAFF

FTE - 57.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	12,740	82,600	243,900
Deposit Collections	1,020	2,900	
Recorded Cassette			
Individuals	22,420	611,100	32,500
Deposit Collections	1,151	15,400	
Braille			
Individuals	1,000	10,900	23,100
Deposit Collections	34	310	
Total			
Individuals	36,160	704,600	299,500
Deposit Collections	2,205	18,610	

AUTOMATED CIRCULATION SYSTEM

READS (3), DRA (2), Keystone (1)

CONNECTICUT REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 222,253	Books	$139,991	Books	$ 1,394,163
LSCA	$ 247,147	Machines	$ 99,239	Machines	$ 1,447,837
Other	$ 18,488	Other	$ 5,000	Other	$ 300,000
Total	$ 487,888	Total	$244,230	Total	$ 3,142,000

COLLECTIONS

	Total
Recorded Disc	28,900
Recorded Cassette	139,500
Braille	5,200

STAFF

FTE - 18.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	3,670	16,600	34,800
Deposit Collections	280	200	
Recorded Cassette			
Individuals	5,530	197,200	6,500
Deposit Collections	240	2,300	
Braille			
Individuals	230	3,100	5,200
Deposit Collections	10	60	
Total			
Individuals	9,430	216,900	46,500
Deposit Collections	530	2,560	

AUTOMATED CIRCULATION SYSTEM

Data Research Associates (DRA)

12/31/91

MAINE REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 55,526	Books	$ 76,436	Books	$ 488,600
LSCA	$ 80,149	Machines	$ 67,644	Machines	$ 684,372
Other	$	Other	$ 5,000	Other	$ 300,000
Total	$ 135,675	Total	$149,080	Total	$ 1,472,972

COLLECTIONS

	Total
Recorded Disc	24,100
Recorded Cassette	60,000
Braille	

STAFF

FTE - 12.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	630	7,000	32,800
Deposit Collections			
Recorded Cassette			
Individuals	1,740	77,200	4,700
Deposit Collections			
Braille (served by Massachusetts)			
Individuals	50	900	
Deposit Collections			
Total[1]			
Individuals	2,370	84,200	37,500
Deposit Collections			

AUTOMATED CIRCULATION SYSTEM

READS

[1]Braille not included.

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MASSACHUSETTS REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 264,000	Books	$161,044	Books	$ 3,267,638
LSCA	$	Machines	$191,808	Machines	$ 3,791,618
Other	$	Other	$ 5,000	Other	$ 300,000
Total	$ 264,000	Total	$357,852	Total	$ 7,359,256

COLLECTIONS

	Total
Recorded Disc	84,200
Recorded Cassette	168,400
Braille	19,300

STAFF

FTE - 6.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	7,020	39,000	131,600
Deposit Collections	660	2,400	
Recorded Cassette			
Individuals	11,480	158,500	13,900
Deposit Collections	820	9,000	
Braille (Massachusetts only)			
Individuals	620	5,500	17,000
Deposit Collections	20	200	
Total			
Individuals	19,120	203,000	162,500
Deposit Collections	1,500	11,600	

AUTOMATED CIRCULATION SYSTEM

Keystone

12/31/91

NEW HAMPSHIRE REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990[1]

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 124,754	Books	$ 49,653	Books	$ 241,350
LSCA	$ 81,188	Machines	$ 33,371	Machines	$ 585,063
Other	$	Other	$ 5,000	Other	$ 300,000
Total	$ 205,942	Total	$ 88,024	Total	$ 1,126,413

COLLECTIONS

	Total
Recorded Disc	8,600
Recorded Cassette	35,000
Braille	

STAFF

FTE - 8.0

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	880	12,600	24,800
Deposit Collections	70	100	
Recorded Cassette			
Individuals	1,490	80,800	3,400
Deposit Collections	30	1,700	
Braille (served by Massachusetts)			
Individuals	40	600	
Deposit Collections	1	30	
Total[2]			
Individuals	2,370	93,400	28,200
Deposit Collections	100	1,800	

AUTOMATED CIRCULATION SYSTEM

READS

[1]New Hampshire data are based on FY89 statistics; FY90 statistics not submitted.
[2]Braille not included.

RHODE ISLAND REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 185,865	Books	$ 27,501	Books	$ 465,744
LSCA	$ 103,959	Machines	$ 33,671	Machines	$ 575,743
Other	$ 9,454	Other	$ 5,000	Other	$ 300,000
Total	$ 299,278	Total	$ 66,172	Total	$ 1,341,487

COLLECTIONS

	Total
Recorded Disc	21,300
Recorded Cassette	56,200
Braille	200

STAFF

FTE - 7.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	380	4,100	13,400
Deposit Collections	10	100	
Recorded Cassette			
Individuals	1,340	59,700	2,200
Deposit Collections	60	2,200	
Braille **(served by Massachusetts)**			
Individuals	30	200	900
Deposit Collections			
Total[1]			
Individuals	1,720	63,800	15,600
Deposit Collections	70	2,300	

AUTOMATED CIRCULATION SYSTEM

READS

[1]Braille not included.

12/31/91

VERMONT REGIONAL LIBRARY

STATISTICS FOR FISCAL YEAR 1990

BUDGET

Regional Library		Library of Congress		Library of Congress Investment Total	
State	$ 146,285	Books	$ 33,089	Books	$ 209,339
LSCA	$ 32,700	Machines	$ 23,149	Machines	$ 453,035
Other	$ 844	Other	$ 5,000	Other	$ 300,000
Total	$ 179,829	Total	$ 61,238	Total	$ 962,374

COLLECTIONS

	Total
Recorded Disc	11,200
Recorded Cassette	24,300
Braille	

STAFF

FTE - 4.5

READERSHIP AND CIRCULATION

	Readership	Book Circulation	Magazine Circulation
Recorded Disc			
Individuals	160	3,300	6,500
Deposit Collections		100	
Recorded Cassette			
Individuals	840	37,700	1,800
Deposit Collections	1	200	
Braille **(served by Massachusetts)**			
Individuals	30	600	
Deposit Collections	3	20	
Total[1]			
Individuals	1,000	41,000	8,300
Deposit Collections	1	300	

AUTOMATED CIRCULATION SYSTEM

Data Research Associates (DRA)

[1]Braille not included.
12/31/91

AUTOMATION ACTIVITY REVIEW

Connecticut

Advantages:

> Staff experienced with automation.

> The DRA automated circulation system software is designed to accommodate a large volume of circulation records.

Disadvantages:

> Expense of extending computer hardware capacity and any required enhancements.

Maine

Advantages:

> Staff experienced with automation.

> Has READS computer system with capacity for growth.

> Operating effectively; Canadian National Institute for the Blind recently reviewed system.

Disadvantages:

> Expense of extending computer hardware capacity and any required enhancements.

Massachusetts

Advantages:

> Staff experienced with automation.

> Large size of library operation.

> Uses the Keystone automated circulation software system, which is relatively sophisticated in design.

Disadvantages:

> Not experienced in NLS automation activities:
CMLS-magazine merge not completed;
NLSNET not in operation;
CMLS interface with computer system not performed at this location.

> Expense of extending computer hardware capacity and any required enhancements.

> Computer vendor not able to provide timely updates.

New Hampshire

Advantages:

> None.

Disadvantages:

> Staff shortages and turnovers.

> Staff not experienced in running automation system within the library, since library has been only recently automated.

Rhode Island

Advantages:

> Staff experienced with automation, including computer support person on staff.

> Was a test site for READS.

Disadvantages:

> Expense of extending computer hardware capacity and any required enhancements.

Vermont

Advantages:

> None.

Disadvantages:

> Staff not experienced in running automation system within the library, since library has been only recently automated.

AUTHORIZING LEGISLATION

Connecticut	General Statutes of Connecticut, Rev. 1991 Title II Libraries Section 11 - 1d, PA 89-167
Maine	Maine Revised Statutes Annotated, 1982 Title 27 Not specific
Massachusetts	Massachusetts General Laws Annotated, 1987 Chapter 6 Section 19E (5c)
New Hampshire	New Hampshire Revised Statutes Annotated, 1982 Section 201-A:2 VI (revised 1990)
Rhode Island	General Laws of Rhode Island, 1990 Section 29-3.9h
Vermont	Vermont Statutes Annotated, 1970 Chapter 13 Section 605.7
Library of Congress	Public Law 89-522 89th Congress, S. 3093 7/30/66

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